

**Beverlywood West Homeowners Association
Board of Directors Meeting
June 20 2006
Draft Minutes**

Officers and Directors Present:

Helen Seid, President (HS)
Michael Gotz, Vice President (MG)
Gerry Stern, Vice President (GS)
Robert Mullens, Treasurer (RM)
John Beard, Secretary (RS)
Rosanne Feild (RF)
Robert Steinberg (RS)

Also Present:

Anne Brand, 18B
Tim & Marybeth Edwards, 20D
Gerry Feldstein, 20E
Carol Greenstein, 19H
David Mason, 20F
Ilbert Phillips, 18A
Yvette Stern, 16A
Pete Tuccillo, 17B
Kathleen Norman, Classic Property Management (KN).

I. The meeting was called to order at 7:05 PM.

II. Discussion from the Floor:

Amateur Radio Antenna: Gerry Feldstein (20E) presented a written and oral request for Board approval to install in his atrium an amateur radio antenna that would enable him to connect BWW with Culver City Fire Department (CCFD) and other emergency service agencies and a network of amateur radio operators in the event of any widespread major communication blackout caused by earthquake or other disasters.

The antenna, which would extend approximately 23 feet above the roof of his unit, is necessary to overcome BWW's topographical obstacles to all radio communication. Gerry operates a low-wattage, hand-held radio, now, which would be of very limited value in the event of a general communication blackout. With approval of the antenna, he could install and operate a more powerful, AC/DC radio needed for communicating beyond the immediate vicinity. The radio would be for Gerry's personal use under normal conditions, but as a member of the Culver City Community Emergency Response Team (CCCERT) and the Culver City Amateur Radio Emergency Service (CCARES), Gerry would provide communication for residents of BWW during blackouts at no cost to BWW.

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Two homeowners spoke in support of Gerry's request. One of them, who is also a member of CCCERT and CCARES, said that as a licensed amateur radio operator, he would work with Gerry and serve as a backup operator. Gerry presented a letter from Captain Darryl Wells, EMS Coordinator for CCFD, stating that CCFD will rely heavily on CCARES in the event of a major disaster and asking the Board to cooperate with Gerry.

Two other homeowners who were aware of Gerry's request expressed concern about possible electromagnetic Feild transmissions or other possible dangerous side effects on residents, but would be supportive if the radio would have no dangerous side effects.

The Board requested further study by the Technology Committee to determine what, if any, risks would be involved. The Board also requested Gerry to temporarily place a 20 foot pole in his atrium so that they could determine how visible the antenna would be from the ground and whether it would have any negative aesthetic effect.

III. Agenda:

The following items were added to New Business:

H. MG requested reimbursement of \$59.88 he spent for publishing the May newsletter.

I. Power washing of paved areas after jacaranda tree blossoms have fallen.

JB moved to adopt the agenda as amended. GS seconded. Motion passed.

IV. Approval of May Minutes:

RM moved to approve minutes with the spelling of RF's name corrected (Rosnne Feild). RF seconded. Motion passed.

V. Financial Report (RM)

RM reported that BWW assets are now \$360,000 compared to \$272,000 at the end of 2005. Anticipated major expenses in the near future include \$10,000 for completion of wood repairs, \$15,000 for tree trimming, \$30,000 to \$35,000 for roof replacements (based on one estimate received, so far), and a large unknown expense for extensive irrigation system repair. A complete written financial report was included in the Board packet.

RS moved to approve the report. GS seconded. Motion passed.

VI. Committee Reports

A. Landscape Committee: Yvette Stern reported that a major overhaul of the irrigation system is needed at an estimated cost of \$125,000 to \$150,000 per year for five years. The old system, which has been patched many times, is so badly corroded, now, that to continue patching without replacing either the whole system at once or one area at a time would be uneconomical. Because the rewiring of automatic valve controllers (clocks) in the past was not done according to the existing BWW schematic, the wiring needs to be traced to determine which clocks control which areas. Rancho California recommends replacing the system with a single brand (Rainbird) of components. New planting should be delayed until proper irrigation system is installed. More details are provided in a written report in the Board packet. RM moved to approve the report. MG seconded. Motion passed.

B. Social (CIAO) Committee: Anne Brand presented to the Board of Directors for approval a final revision of a welcome letter to be sent out to new homeowners. She also showed a sample welcome basket to be given to new homeowners, containing useful and informational items from various Culver City agencies and organizations, but nothing that overtly promoted any particular commercial enterprise. GS moved to approve the letter and the concept for the basket. RM seconded. Motion passed.

Ann also reported that the 4th of July party flyer had been distributed and that several persons had already responded that they would attend.

C. Technical Committee: On behalf of chairperson, Joel Foreman, RS reported that the committee believes that it would be legal to sell advertising on the BWW website, but that the committee will continue to review the matter. Advertising would be available to businesses in the community as well as to homeowners who have services to advertise. Proceeds from such advertising would go into the BWW reserves to help offset future major costs and keep homeowner dues down. Homeowners who interested in participating are encouraged to contact Joel by using the BWW list serve.

D. Legal Review Committee: Ilbert Phillips reported that the committee has studied how recent legislation affects the revision of BWW rules and procedures. He explained several aspects of those effects, and said that the committee wants the Board to authorize them to draft a new election procedure, to be review by outside counsel prior to adoption. MG commended Ilbert and Carol Greenstein for their highly valuable work.

E. Community Emergency Relief Team (CERT/NERT) Committee: HS reported that the committee plans to distribute "OK" signs by going door-to-door and explaining them to all the residents. The signs would be placed in windows facing alleys after a major earthquake to communicate with emergency personnel that no help is needed. The committee would also leave flyers describing what emergency supplies would be best to have in preparation of a disaster, and to solicit donations of emergency supplies to be

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stored in the recreation building. The committee will present a more complete proposal at the next Board meeting.

F. Architectural Committee: RF reported that the committee met June 7, specifically to discuss Gerry Feldstein's request to install an amateur radio antenna in his atrium and to prepare a list of questions for him. The committee will meet again, soon, to review Gerry's responses to their questions. The committee needs to study the matter further before recommending anything to the Board.

RF also gave a brief report on the committee's research and discussion of unit and building numbers, including their preliminary cost estimates of \$39,200.00 for the purchase and installation of new numbers for front doors and garages, and repainting front doors.

G. Maintenance Committee: RF reported the following items:

1. The committee needs a copy of the contract with Pest Options so they can evaluate the on-going pest control services.

2. The solar panels on the roof of the recreation building can be restored to operation for an estimated \$1,055.00. Such restoration would be cost-effective.

3. A concrete block topper at the north side of Building 20 was re-cemented, but the contractor did a sloppy job.

4. A light post that was rusted and about to fall over was removed. An orange cone was placed over the exposed electrical. The pole has not been replaced.

5. A new electrical contractor is needed as soon as possible to address the many problems that have been found.

6. Recommended work on a downspout that interfere with a dryer vent has not been completed.

VII. Manager Report: KN reviewed the following items on her written report with the Board:

A. Street repairs: D & G Paving repainted and touched up several spots on North Drive and South Drive on this date.

B. Many water spigots in the backs of units, facing the alleys, are rusting and need to be replaced. Some homeowners have requested the HOA to replace them, but because the spigots are located on the homeowners' side of the water meters, such replacement is the homeowners' responsibility.

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C. New signs with the new pool hours are on order.

D. Work has started by the Culver City Street Maintenance Department to replace the blue reflectors that mark the locations of fire hydrants.

VIII. Old Business:

A. Avalon roofing bid for re-roofing buildings 1, 10, and 16: Tabled until next meeting when two or three more bids will have been received. Avalon has not submitted a bid.

B. Radio antenna request by Gerry Feldstein: The Board will consider further the potential value to homeowners of having the radio available at BWW, as well as technical, safety, aesthetics and other factors before deciding on the request.

IX. New Business:

A. Rancho California landscape proposal: RM moved to approve expenditure of \$3,900 at this time for the work described in their June 13 proposal to track irrigation system clock wiring and replace valves and clocks in certain areas. RF seconded. Motion passed.

B. Irrigation and tree trimming: GS moved to add responsibility for irrigation system to the charter for the Landscape Committee. RF seconded. Motion passed.

C. Base adjustment of fees on index: Tabled to next meeting

D. Pet ownership and lot 5: MG moved to ask the Rules Committee to draft a practical, user-friendly rule for lot 5. RS seconded. Motion passed.

E. Comcast bulk Internet service: Table to next meeting. Comcast will be invited to a special meeting to address the matter of providing Internet cable for everyone at BWW at a reduced rate.

F. Security guards:

1. A summer substitute will be added to the payroll for two weeks.
2. Homeowners of five units have not provided the information needed by the security guards.

G. Signage (streets): Tabled to next meeting

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H. MG request for reimbursement of expenses for newsletter: JB moved to reimburse MS for the \$59.88 he spent to publish the recent BWW newsletter. HS second. Motion passed.

I. Power wash paved areas after jacaranda tree finish blooming: RM called attention to the annual need to power wash paved areas on which jacaranda tree blossoms have fallen. KN will obtain and mail a price within the next week.

X. Adjournment: Meeting adjourned to Executive Session at 10:37 p.m.

The next meeting is Tuesday July 18, 2006.

Submitted by John Beard